

DD/A Registry
86-0073

ROUTING AND RECORD SHEET

SUBJECT: (Optional) Department of State/Foreign Affairs Information System/
Information Technology Planning Staff (DOS/FAIS/TIPS)FROM: [Redacted]
Director of Communications
[Redacted]

EXTENSION

NO.

DATE

14 January 1986

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column with each comment.)

DD/A REGISTRY

1. EXO/DDA
7D24 HQS

15 Jan

[Signature]

Dick,

FILE: 1-1

2. ADDA

15 JAN 1986

[Signature]

The attached briefing paper presents DOS' approach to the management of information planning within the Department. My understanding is that FAIS/ITPS reports to Assistant Secretary of Administration and Security Bouchard and was only formed within the last several months.

If you would like a briefing on this Staff, I'm sure we could arrange one for you.

3. DDA

15 JAN 1986

[Signature]

4.

5.

6.

7.

8.

Att.

cc: D/OIT w/att.

9.

10.

11. DDA Ref (file)

In addition, IMS
OIT and ExDIAS

ISB members
might be interested
in this too

12.

13.

14.

15.

Sanitized Copy Approved for Release 2011/06/09 : CIA-RDP88G01332R000100010024-4

FOREIGN AFFAIRS INFORMATION SYSTEM



INFORMATION TECHNOLOGY PLANNING STAFF

= Architect

~~FAIS~~



A/ITP Organization Statement

- ITP is a planning group which is responsible for developing strategic plans for the implementation of information technology used by the Department of State.
- ITP is *not* responsible for implementing information systems, other than pilots where technology is first tested.

FAIS

A/ITP Charter



- Develop and maintain a five year strategic plan for the utilization of information technology, as it applies to office automation, telecommunications and automatic data processing systems.
- Insure the Department's information technology resources are **integrated** and consistent with its five year strategic plan.
- Participate in the control process which insures operating offices and Bureaus are following the integrated Departmental plan in their use of information technology.
- Develop a near term (two year) implementation plan which will integrate, to the extent possible, information systems in use by the Department of State.

FAIS



A/ITP Terms

- The term "information system" is defined as the organized collection and processing of information in accordance with approved procedures, whether automatic or manual. This includes the areas of *office automation, telecommunications and data processing.*
- The term "information technology" refers to the hardware and software used to process government information independent of the system used, i.e., telecommunications, office automation or data processing.

FAIS

FAIS Goals



- Integrate office automation, data processing, and telecommunications technologies into a unified system.
- Develop an evolutionary system's approach beginning with existing programs, incorporating new technology as it becomes available.
(FAIS is a way of traveling rather than a destination.)
- Use information technology to manage foreign affairs information resources.
- Enhance security through implementation of new technology.
- Provide information processing leadership in the foreign affairs community.

FAIS

FAIS Design Objectives



- Integrate converging information technologies.
- Improve analysis and decision making process.
- Reduce manual processing and paper files.
- Provide initial user access in a system-high operating mode with a transition to multi-level security mode.
- Provide system flexibility and evolution with a modular building block approach.
- Improve information storage and access.
- Comply with existing information statutes and executive orders.

FAIS


FAIS Assumptions and Constraints



- FAIS encompasses all aspects of information:
TEXT IMAGE DATA VOICE
- FAIS will utilize off-the-shelf products.
- FAIS will operate in system-high mode.
Goal is future transition to multi-level.
- FAIS Central Information Repository will be resident on existing processor.
- Hardcopy should complement the dissemination of information in electronic form.
- A secure domestic information distribution network will be developed for Main State and DOS Annexes and Field Offices.
Initially, FAIS will focus on DOS needs with the intention of providing access to other agencies at a later time.
- Upper and lower case will be provided.
- Reasonable communications speeds will be provided.
- FAIS will not be restricted to a single vendor equipment environment.
- Processors attached to the system may have programming capability.

FAIS

Present Deficiencies

- Users cannot send/receive record or non-record information from their workstations.
- Users overseas cannot access the Central Foreign Affairs Information Database. 
- Domestic user access to the Central Foreign Affairs Information Database is limited and awkward.
- Users cannot electronically communicate non-record traffic (informal messaging/mail).
- Documents are now converted from paper to electronic form and back to paper many times along their route between an originator and their intended recipients.
- Proliferation of paper is a security risk.

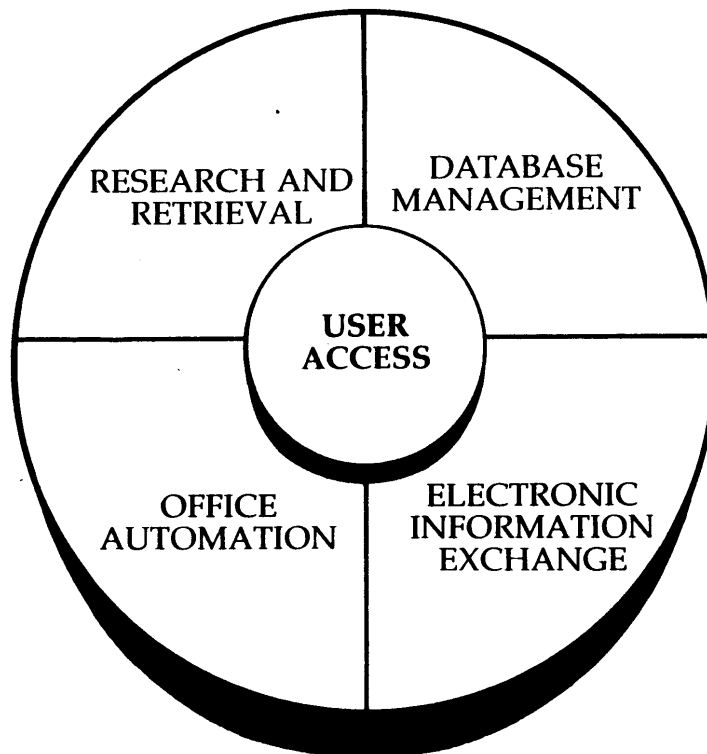


FAIS



FAIS User Requirements

- User Friendly Search Capabilities
- Citation Text Image
- Online Offline
- Special Files
- Reading Lists
- Word Processing
- Document Repackaging
- Spread Sheets
- Graphics

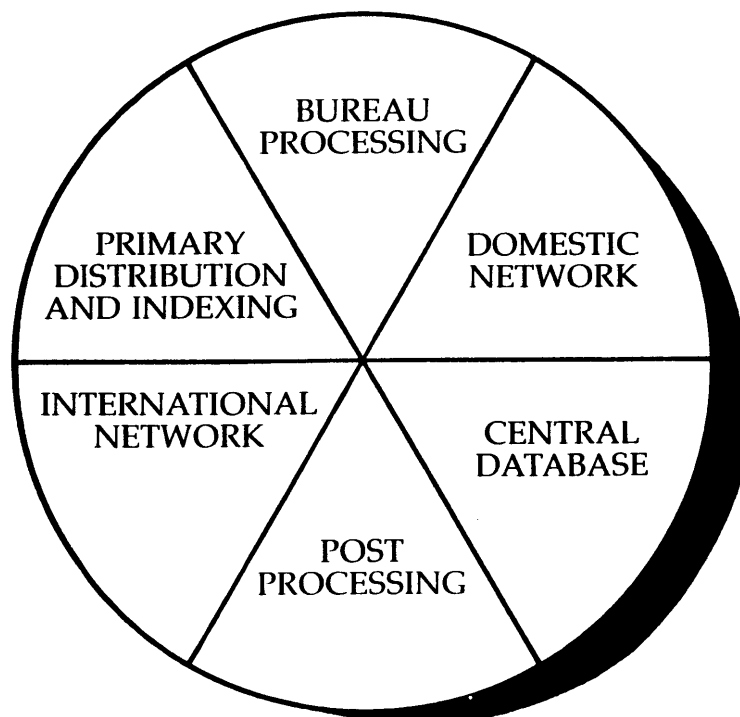


- Indexing Automated Manual
- Database Updating
- Archiving and Purging
- Statistics
- Formal and Informal Information Exchange
- Electronic Clearance
- Reading Lists
- In Boxes and Mail Boxes

FAIS

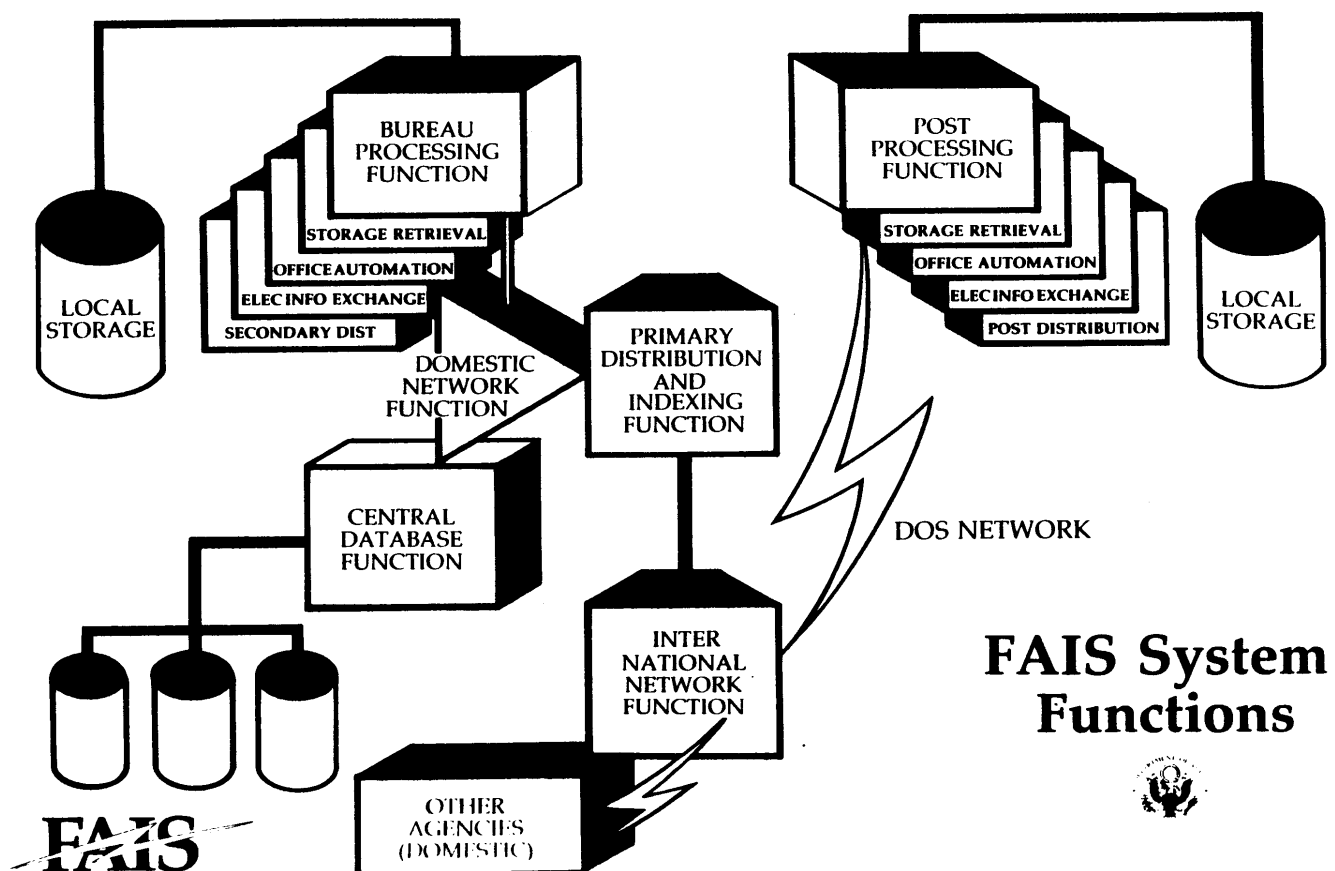


Integrated Building Block Approach



FAIS

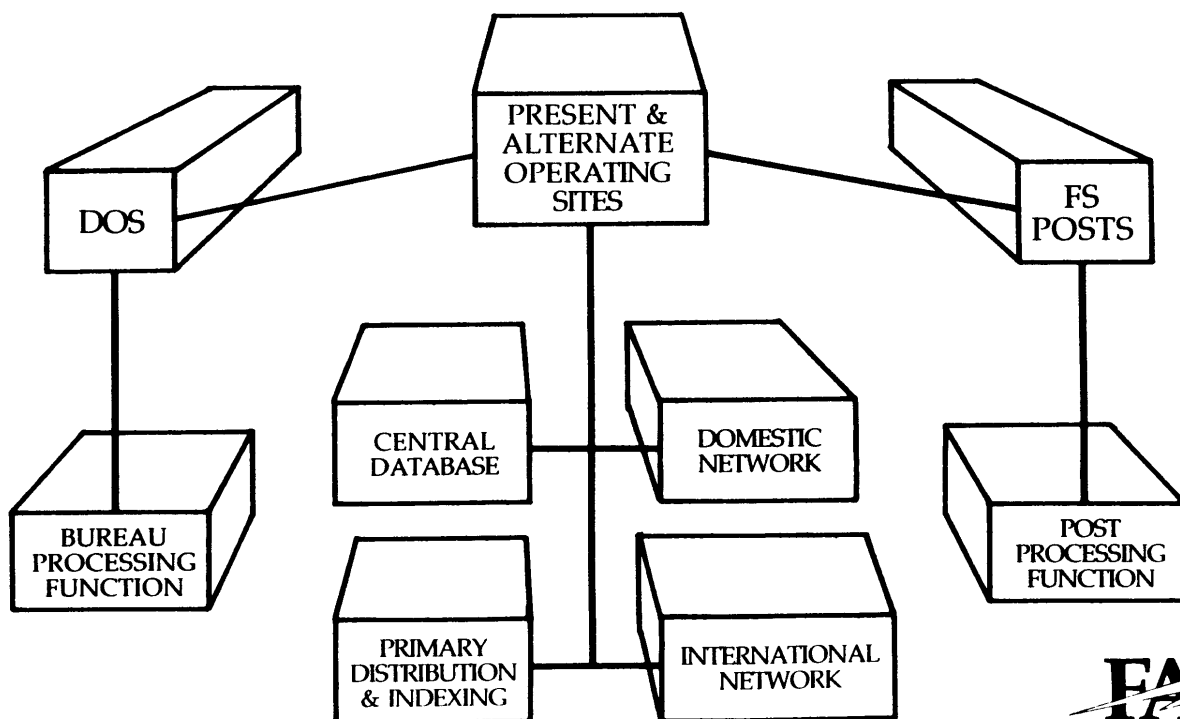
Sanitized Copy Approved for Release 2011/06/09 : CIA-RDP88G01332R000100010024-4



Sanitized Copy Approved for Release 2011/06/09 : CIA-RDP88G01332R000100010024-4



Relationship Physical Locations To Functions



FAIS



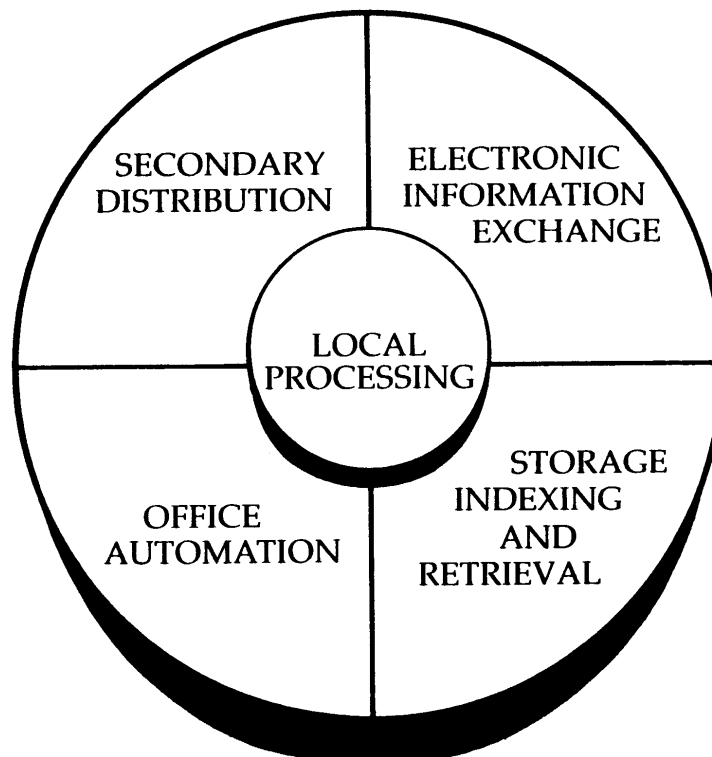
Bureau Processing Function

- Intra Bureau Distribution

- Automated
- Manual

- User Profiles

- Word Processing
- Document Repackaging
- Spread Sheets
- Graphics
- Micro Computing

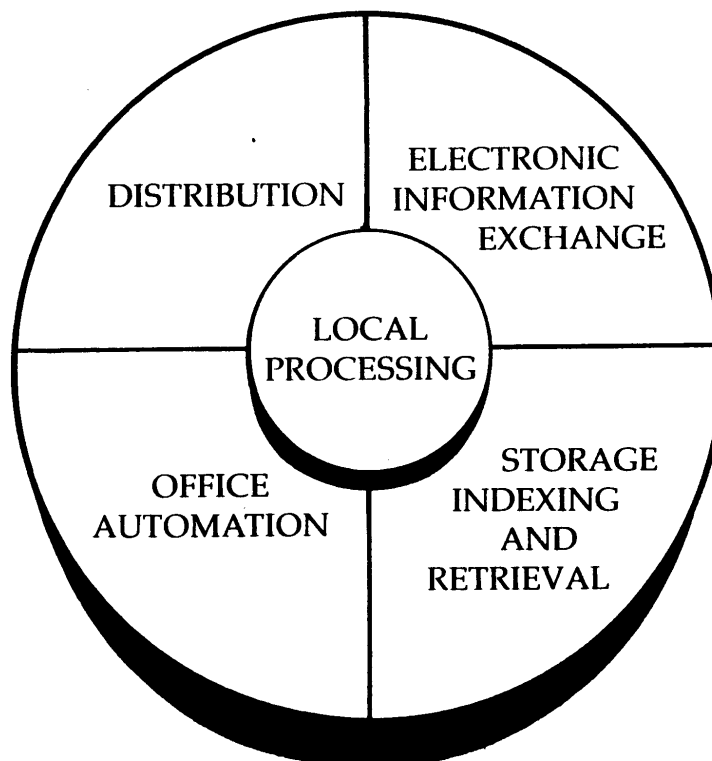


- Informal and Formal Information Exchange
- Electronic Clearance
- Reading Lists
- In Boxes
- Word Processing Documents
- Working Files
- Shoe Box File
- CHRON Files
- Retrieval From Local and Central Databases

FAIS



Post Processing Function



- Intra Office Bureau Distribution
 - Automated
 - Manual

- User Profiles

- Word Processing
- Document Repackaging
- Spread Sheets
- Graphics
- Micro Computing

- Informal and Formal Information Exchange
- Electronic Clearance
- Reading Lists
- In Boxes
- Word Processing Documents
- Working Files
- Shoe Box File
- CHRON Files
- Retrieval From Local and Central Databases

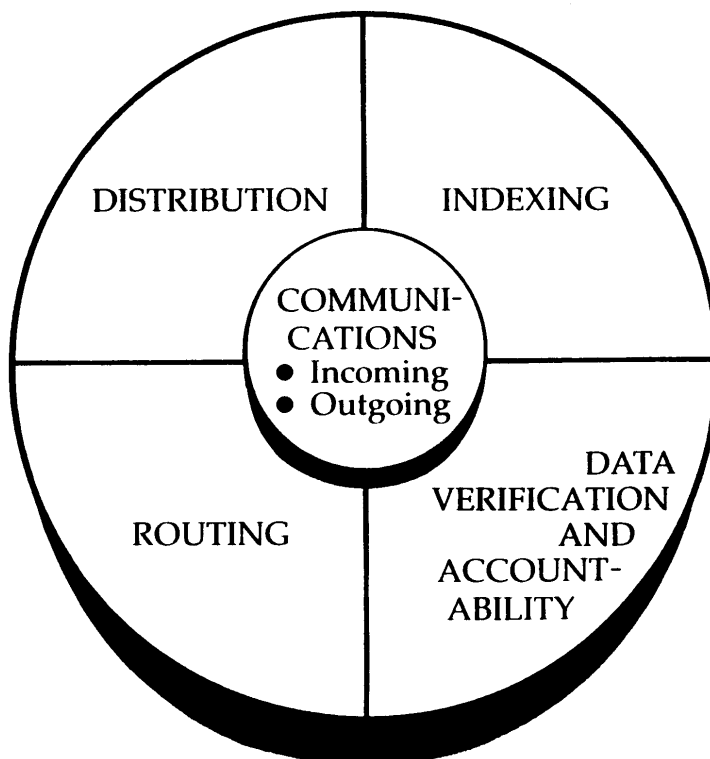
FAIS



Primary Distribution and Indexing Function

- Bureau Level
- Automatic
- Manual
- Profiles

- With International Network
- With Domestic Network



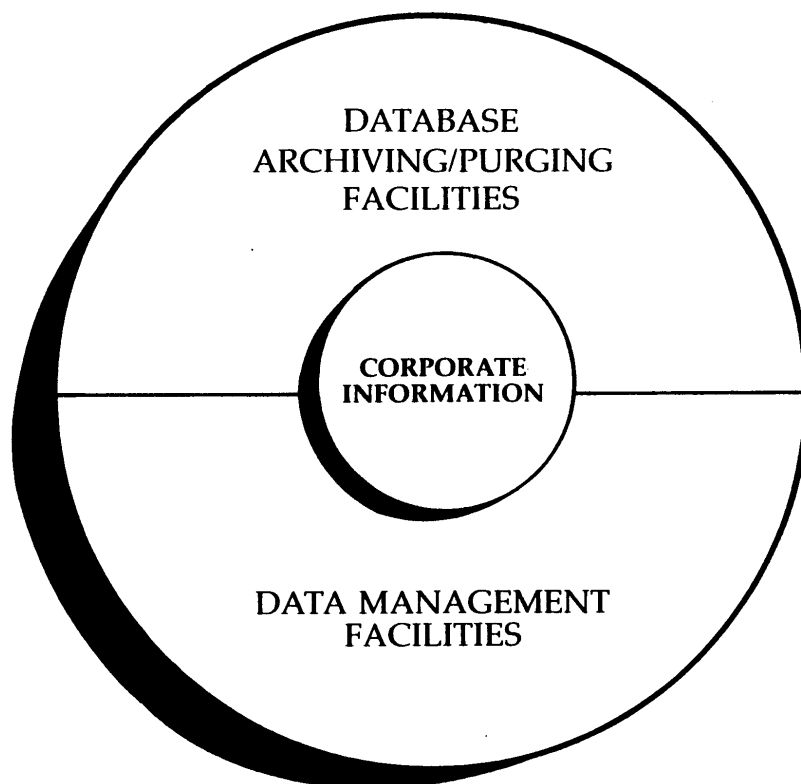
- Automatic
- Manual
- Validations
- Vocabulary Support

- Audit Trails
- Error Corrections

FAIS



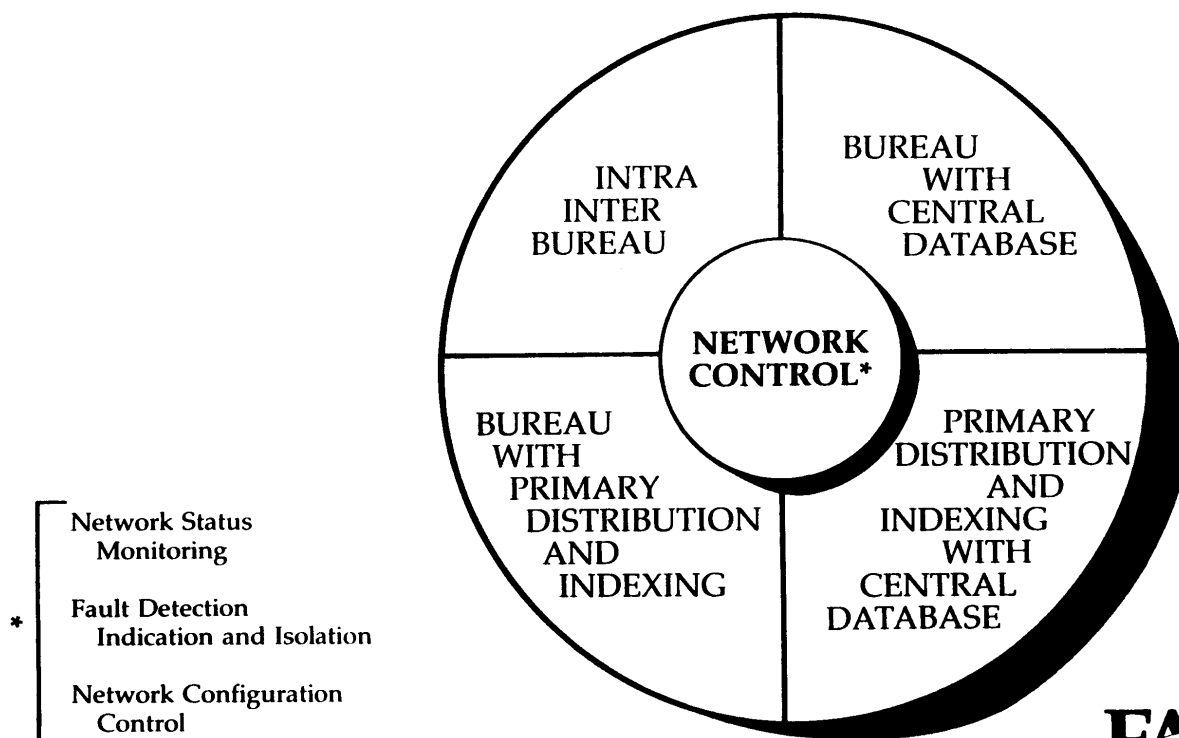
Central Database Function



FAIS



Domestic Network Function



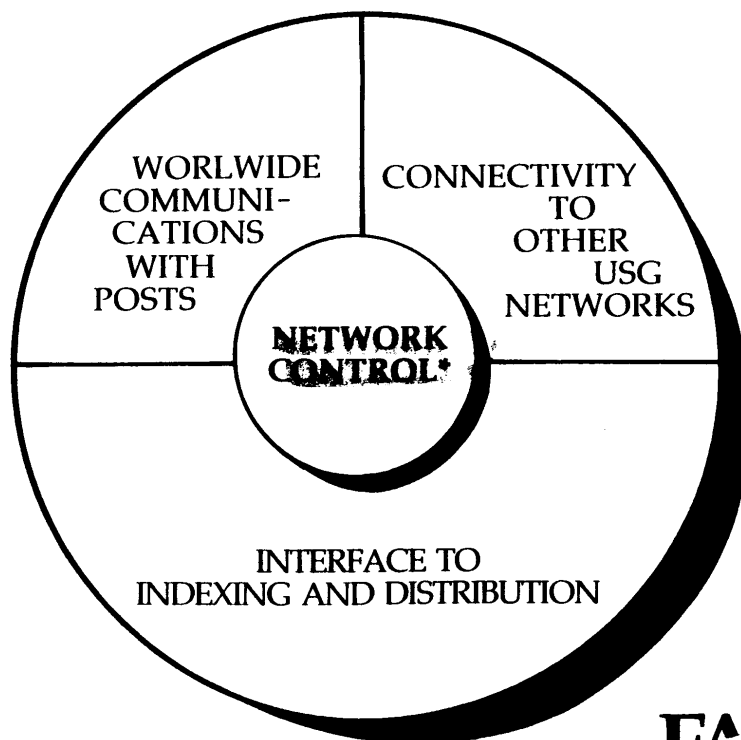
FAIS



International Network Function

- Handles Text Image Data Voice
- Multi Protocol Network

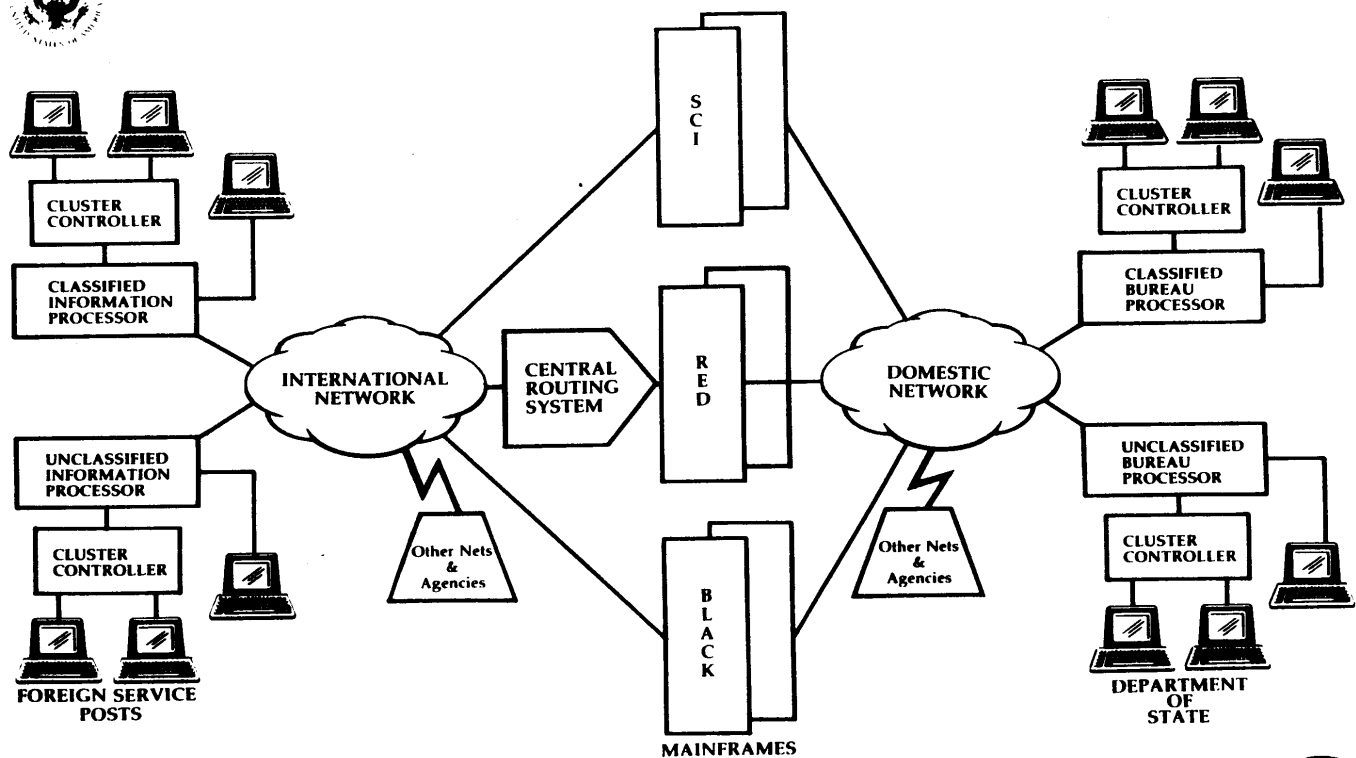
- * [Network Status Monitoring
Fault Detection Indication and Isolation
Network Configuration Control



FAIS



FAIS System Architecture



FAIS



The diagram illustrates the FAIR (Functional Architecture Interdisciplinary Review) process flow. It begins with a start circle on the left, which branches into three main paths. The top path involves 'FUNCTIONAL SPECIFICATION' and 'FAIS ARCHITECTURE' leading to 'SETA RFP' and 'SETA AWARD'. The middle path involves 'FUNCTIONAL SPECIFICATION' leading to 'DESIGN PLAN' and 'BROAD DESIGN SPECIFICATION'. The bottom path involves 'FUNCTIONAL SPECIFICATION' leading to 'HARDWARE SPECIFICATION', 'HARDWARE RFC', 'HARDWARE RFP', 'HARDWARE AWARD', and 'DESIGN CODE TEST (FOC)'. There are also boxes for 'RFP PREPARATION', 'PROTOTYPE (FOC)', 'DESIGN CODE TEST', and 'FOC PROTOTYPE' with various interconnections. The process concludes with a large arrow pointing to 'IMPLEMENT FAIS' and a final circle on the right.

FANS